

Date Incurred	Category	Description	Amount	Adjustments	Amount Charged to Client
NY Effective Date					
Planning Meeting					
1/22/14	Mileage	Travel to BWI 42.7 miles x 0.56	\$ 23.91	\$ -	\$ 23.91
1/22/14	Toll	ICC toll	\$ 3.35	\$ -	\$ 3.35
1/22/14	Train	BWI to NY - coach class	\$ 283.00	\$ -	\$ 283.00
1/22/14	Taxi	Taxi to dinner	\$ 15.00	\$ -	\$ 15.00
1/23/14	Hotel	Waldorf - one night - \$449 + taxes	\$ 520.73	\$ -	\$ 520.73
1/23/14	Meals	Breakfast - one person	\$ 28.95	\$ -	\$ 28.95
1/23/14	Taxi	Taxi to dinner	\$ 14.00	\$ -	\$ 14.00
1/23/14	Train	NY to BWI - first class	\$ 359.00	\$ 111.00	\$ 248.00
1/23/14	Parking	Parking at BWI Rail Station	\$ 13.00	\$ -	\$ 13.00
1/23/14	Toll	ICC toll	\$ 2.70	\$ -	\$ 2.70
1/23/14	Mileage	Travel from BWI 42.7 miles x 0.56	\$ 23.91	\$ -	\$ 23.91
Total - this trip			\$ 1,287.55	\$ 111.00	\$ 1,176.55
DC Meeting with Lincoln Int'l					
1/28/14	Taxi	Taxi to meeting	\$ 10.00	\$ -	\$ 10.00
NY Closing					
2/2/14	Mileage	Travel to DCA 22.8 x 0.56	\$ 12.77	\$ -	\$ 12.77
2/2/14	Meals	Dinner during travel	\$ 24.63	\$ -	\$ 24.63
2/2/14	Airfare	To LGA - first class	\$ 457.00	\$ 39.00	\$ 418.00
2/2/14	Taxi	Taxi from LGA to Hotel	\$ 40.00	\$ -	\$ 40.00
2/3/14	Hotel	Waldorf - one night - \$265.05 + taxes	\$ 307.64	\$ -	\$ 307.64
2/3/14	Meals	Breakfast - one person	\$ 25.33	\$ -	\$ 25.33
2/3/14	Subway	To Penn Station	\$ 2.75	\$ -	\$ 2.75
2/3/14	Train	To Union Station - first class	\$ 347.00	\$ 111.00	\$ 236.00
2/3/14	Taxi	Taxi from Union Station to DCA	\$ 20.00	\$ -	\$ 20.00
2/3/14	Parking	Parking at DCA - Effective Date Closing	\$ 61.00	\$ -	\$ 61.00
2/3/14	Mileage	Travel from DCA 22.8 x 0.56	\$ 12.77	\$ -	\$ 12.77
Total - this trip			\$ 1,310.89	\$ 150.00	\$ 1,160.89
Total Expenses			\$ 2,608.44	\$ 261.00	\$ 2,347.44